

NIS “Remark” Field Mini-Manual



When processing a voucher use the "Remark" field. When you use this field the following information shows up on the remittance the vender will receive.

STATE OF NEBRASKA REMITTANCE ADVICE - RETAIN FOR TAX PURPOSES		NOT-NEGOTIABLE		WARRANT NUMBER 00002802	
DATE 11/08/02		AMOUNT 1,523.62			
INVOICE NUMBER	DATE	REMARK	GROSS AMT	DISCOUNT	PAYMENT
INVOICE NUMBER VOL TEST	10/20/02	Remark Volume Test Number X	1,523.62		1,523.62
<div style="border: 1px solid black; padding: 10px; width: fit-content; margin: 0 auto;"><p>When you enter your agency name and phone number in the remark field, this area of the remittance populates. Please use the following steps to populate this field whenever you are paying a voucher.</p></div>					

For information on this payment, go to WWW.NIS.NE.GOV

PAYEE: 500121 WRIGHT & WILHELMY CO

STATE OF NEBRASKA
TREASURY WARRANT

00002802

43-9/1040

PAY TO THE
ORDER OF : WRIGHT & WILHELMY CO
11005 E ST
OMAHA NE 68137-1252

DATE
11/08/02

AMOUNT ALTERATION VOIDS WARRANT

\$***1,523.62**

ONE THOUSAND FIVE HUNDRED TWENTY THREE AND 62/100*****

VOID AFTER ONE YEAR

MEMO: NEBRASKA ACCOUNTING SYSTEM

Louise H. Boyd

STATE TREASURER

TWO SIGNATURES REQUIRED

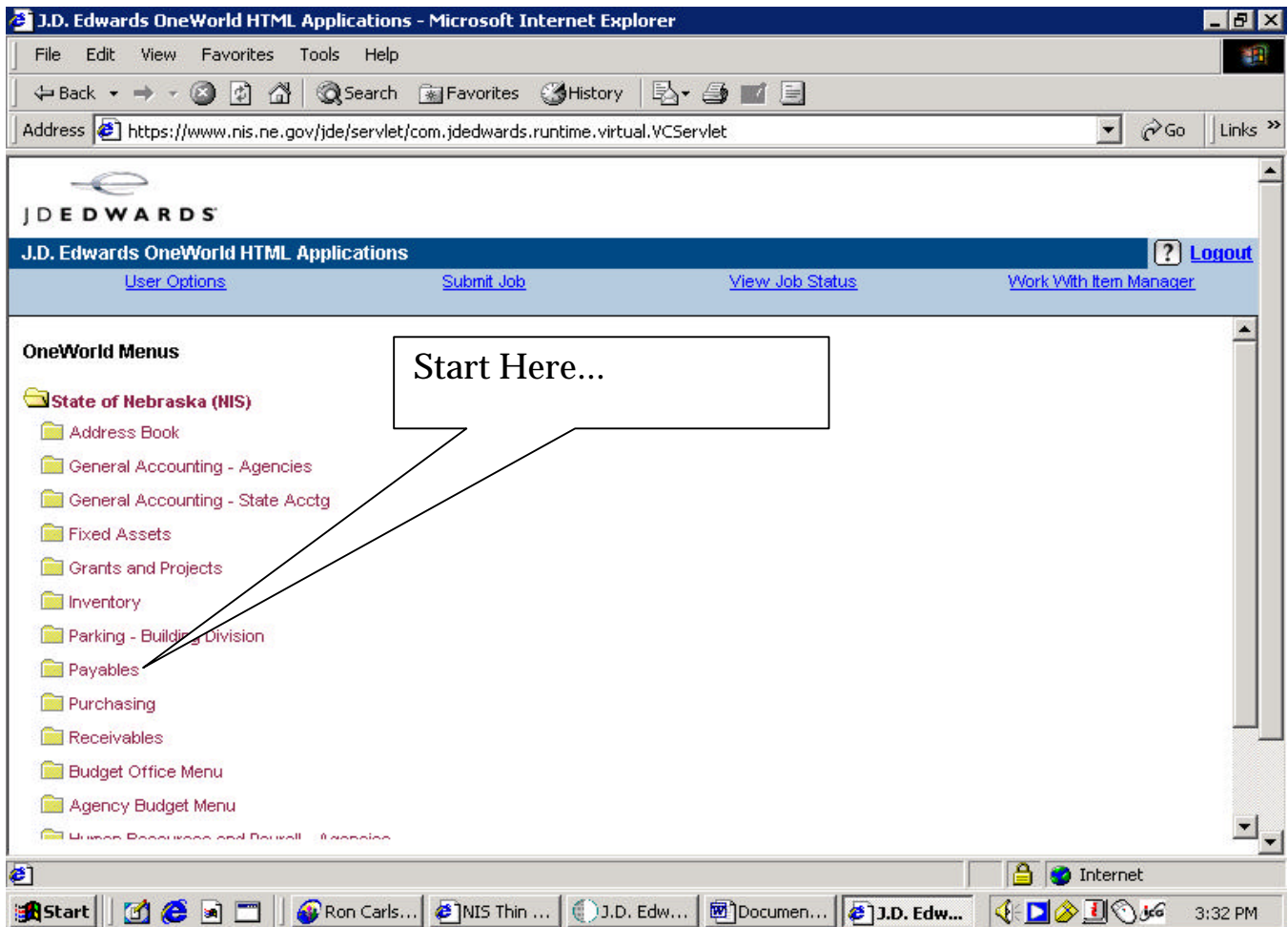
Lori McClurg

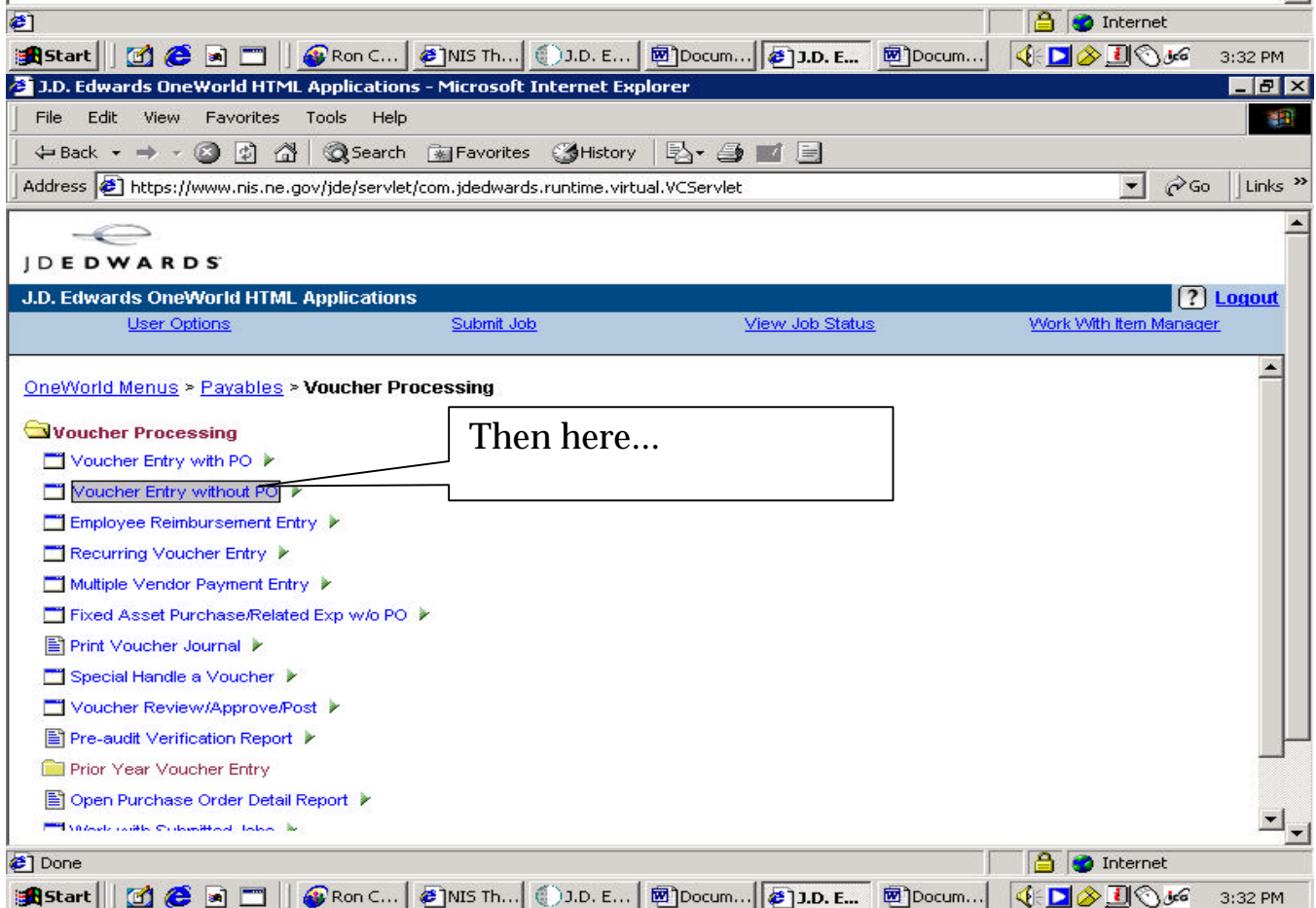
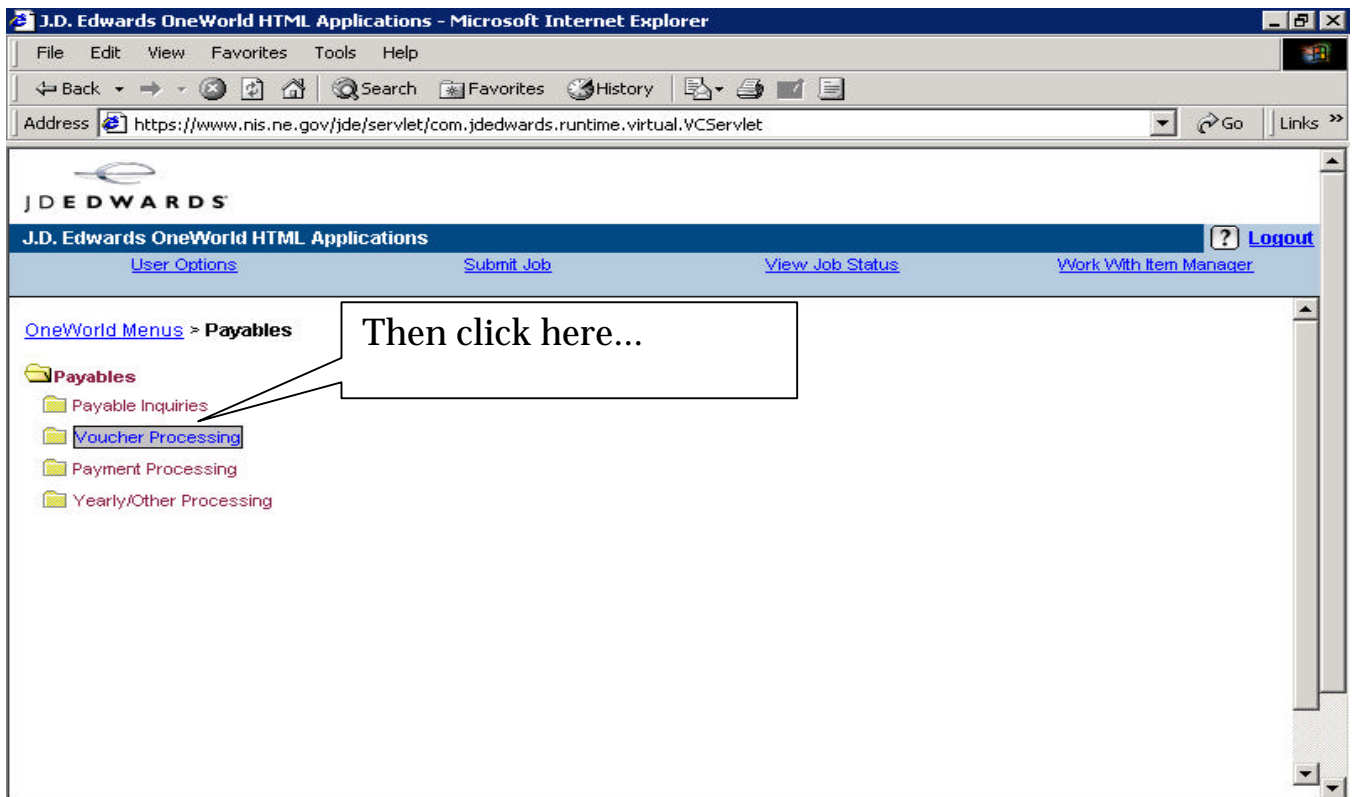
DIRECTOR OF ADMINISTRATIVE SERVICES

⑆104000090⑆

000002802⑈

The following is a pathway that an end user could use to include your agency name and phone number as a reference point to the vendor. For the purposes of this demonstration the following pathway shows you the steps to add a “Voucher entry without a PO”. The steps are similar for all other types of voucher inquiries.





Voucher Entry without PO - Supplier Ledger Inquiry - Microsoft Internet Explorer

File Edit View Favorites Tools Help

Back Forward Stop Home Search Favorites History Print Links

Address mID=W0411G&appType=APP&appID=P0411&returnParam2=91&returnParam1=launchReturn&mode=1&version=NE999006 Go Links

J D EDWARDS

Voucher Entry without PO - Supplier Ledger Inquiry

Select Find Add Copy Delete Close Form Row Tools

Supplier Number **Add**

Date From Thru ☒ Invoice ☐ G/L

☐ Recurring ☐ Summarize ☐ Paid ☐ Open ☐ Withheld ☒ All

Batch Number

[Customize Grid](#) No records fetched.

	Document Number	Doc Type	Doc Fd	Invoice Date	G/L Date	Due Date	Gross Amount	Open Amount	Pay Stat	Supplier Number
No records fetched.										

javascript:onClick=oc(34)

In this example click "Add" if you are creating a new voucher entry.

Voucher Entry without PO - Multi Company - Single Supplier - Microsoft Internet Explorer

File Edit View Favorites Tools Help

Back Forward Stop Home Search Favorites History Print Links

Address <https://www.nis.ne.gov/jde/servlet/com.jdedwards.runtime.virtual.VCServlet> Go Links

J D EDWARDS

Voucher Entry without PO - Multi Company - Single Supplier

OK Delete Cancel Row Tools

☒ ☐ ☐ ☐ ☐

Doc No/Type/Co Batch No Prev Doc

Supplier Number

Invoice Number Payment Terms

Invoice Date G/L Date Serv/Tax Date

PO No/Type/Co

Remark

Don't forget your "Invoice Number" and "Invoice Date"

Place your agency name and contact phone number here. Keep in mind you have a maximum of 30 characters to use.

Description	Amount	Units

Internet 3:33 PM